**MINUTES OF THE MEETING OF THE**

**LOUISIANA STATE MUSEUM**

**BOARD OF DIRECTORS**

**Monday, January 13, 2014**

**12:30 pm – The Old U.S. Mint**

**New Orleans, Louisiana**

The meeting of the Board of Directors of the Louisiana State Museum was called to order by Chairman Michael M. Davis at 12:30 p.m. at The Old U.S. Mint in New Orleans. A quorum was present.

Members Present: Jerry F. Adams; Robert A. Barnett; Myrna B. Bergeron; William Curl; Michael M. Davis; Charles R. Davis; Rosemary Upshaw Ewing, Allen J. “AJ” Gibbs, Jeffrey Pipes Guice; Janet V. Haedicke, Ph.D.; Aleta Leckelt; E. Ralph Lupin, M.D.; H. Wayne McCullen; William J. Perret; M.D.; Lawrence N. Powell, Ph.D.; Anne F. Redd; Philip Woollam; and Diane K. Zink

Members Absent: Madlyn B. Bagneris; Thomas Frère Kramer, M.D.; Donna Winters

Also Present: Robert Freeland, President, Friends of the Cabildo

Susan H. Maclay, Executive Director, Louisiana Museum Foundation

William Stark, Capitol Park Museum, Branch Director

Mark A. Tullos, Jr., Director, Louisiana State Museum

Robert E. Wheat, Deputy Director, Louisiana State Museum

**Approval of minutes**

The minutes from the November 18, 2013 LSM Board meeting were sent to the Board in advance of the meeting. Chairman M. Davis had an addition regarding Stanley as follows:

Mr. M. Davis noted that in the Director’s report, Mr. Wheat stated that Scott Boswell of Stanley requested permission to do painting, replace furniture and do other work at this restaurant. As it was noted, that request was inserted into the Board’s handbook that morning; therefore, neither the Board nor Mr. Wheat had seen the request in advance. The Chair requested that that item be postponed to the next meeting during which time the Board and staff would be sufficiently informed so an approval could be given at the January Board meeting.

In addition, Mr. Barnett reminded the Board that, if there are motions made, the minutes should reflect that the chairman asked for public comment.

Dr. Lupin MOVED, seconded by Mr. Guice, to approve the November 18th LSM Board minutes with the above addition regarding Stanley. **Unanimously approved.**

**Chairman’s report**

Mr. M. Davis asked Dr. Lupin to comment on his recent medical condition.

Dr. Lupin stated that he found out he has a brain tumor. It was successfully removed with surgery and he starts chemotherapy very soon.

Mr. M. Davis noted that in New Orleans magazine, the LSM was not mentioned in the "famous historic landmarks" or "favorite museums" lists. He, again this year, said that this must change. We must do more to market ourselves. Hopefully, with a new Marketing Director, we will see a major change.

**Director's report**

The Director’s report (which is attached) was distributed in advance of the meeting. Mr. Tullos said that, due to the holidays, there is one report missing from the various branch museums outside of New Orleans and we will get that to the Board soon.

He asked the Board to note that we are moving towards some positive goals and he is free to answer any questions.

Mr. Tullos also distributed a list of strategic objectives that Deveney Communications had put together in 2010, as well as a list of achievable major goals for 2014. These items are attached.

Mr. Tullos said LSM hopes to have a kickoff event for the Battle of New Orleans in early December. We will update as the date gets closer.

Mr. Tullos and Mr. Wheat plan to sit down with leadership staff at DCRT and look hard at how we spend money and invest our resources in specific programs so that we can get a general overview of where things are and what needs improvement. We also are looking at the use of our New Orleans properties to make the most of our existing spaces.

Mr. Tullos also informed the Board that until we hire a new Marketing Director we have put the marketing plan on hold.

Dr. Powell stated that he recently attended a planning meeting with the LSM exhibits staff led by Whitney Babineaux and he was impressed. He wishes the Director’s report would include more detail on the curatorial and exhibit staff and what they do in the planning of exhibits.

**Friends of the Cabildo report**

Robert Freeland distributed the latest FOC newsletter. He said the newsletter has grown and now lists upcoming events. The FOC made $5,500 on the Creole Christmas and the store sold $2,500 in merchandise. The walking tour guide class is coming up in March.

2014 Friends of the Cabildo carnival calendar of events includes:

* January 10th Hermes exhibit opening: an FOC event. 125 members attended, and the FOC acquired 14 new members
* January 11 lunch at Antoine’s hosted by the FOC with Henri Schindler and Wayne Phillips. 15 paying members, $500 in revenue
* January 31st: Big Chief Donald Harrison at the Mint
* Feb 1 : FOC members only Rex Den showing
* Feb 11/12: Hidden Treasures - Carnival Edition

This was the first year the FOC put together a comprehensive calendar in support of the LSM Carnival/Mardi Gras Exhibit at the Presbytere. The FOC thanked Mark Tullos and the LSM staff for getting them involved early in the Hermes planning process and for allowing them to host the opening "members only" event. We also asked that the FOC logo be placed on the Hermes exhibit plaque.

FOC Education Committee: The committee is now planning the upcoming Walking Tour Guide class for mid-March. LSM education staff members Shelbie Johnson and Cody Scallions have kept the FOC abreast of LSM developments in the education area.

Mr. M. Davis said he hopes all Board members are members of the FOC.

Mr. R. Davis apologized that the DCRT staff overlooked including the FOC in their press release. In the meantime, Baton Rouge marketing staff will be assisting with the LSM’s marketing efforts until such time as a new Marketing Director is hired. Mr. Wheat said Arthur Smith has not yet officially left the LSM but he is on family medical leave and plans to eventually come in and submit his resignation papers as soon as his doctor has given him the all clear signal. LSM will then advertise for the position, but it will probably be three months from his resignation before a new Marketing Director is hired.

Ms. Leckelt suggested we communicate with the various support organizations and branches around the state via e-mail. If we know of an event in Thibodaux, we can send it to her, or an LMF related event can go through Angelena Jones, etc.

**Louisiana Museum Foundation report**

Ms. Maclay gave her report.

There will be a membership event in Lafayette this Thursday, January 16th.

Ms. Maclay distributed the LMF’s latest audit report and accompanied a pictorial illustration with the audit report.

**Irby/Finance Committee report**

Dr. Powell gave the report.

The Committee accepted the two proposals that were received for the commercial space at 809 Decatur. There was no public comment. Mr. Barnett seconded the motion, which was **unanimously approved.**

The Committee also recommends approving a residential lease for a tenant to occupy 806 Chartres, 3rd floor. His name is John Morrissey. He passed the credit check. Dr. Perret seconded the motion, which was **unanimously approved.**

There was a vote to put the $98,000 approved out of Irby funds for marketing purposes on hold until a Marketing Director is hired. The current balance is $93,770. Dr. Perret suggested the Board make a list for the new Marketing Director listing the LSM’s needs. Mr. M. Davis said some of the priorities are already listed in some existing reports. At the next meeting, Mr. Tullos said he would bring a broad conceptualized plan to the Board. Motion **unanimously approved.**

Alan Fisher and his attorney attended the Irby meeting and submitted a letter to Mr. Wheat wanting to address a number of issues prior to his returning to 503 St. Ann Street, 2nd floor. Dr. Powell advised that this letter would have to be reviewed by DCRT attorney Julia George Moore and a written response would be forthcoming.

Dr. Powell advised that a Police Officer is now in place at 1000 Chartres during business hours.

**Accessions Committee report**

Dr. Perret reviewed the report, which was sent in advance to the Board members.

Ms. Leckelt seconded the motion and it was **unanimously approved**. There was no public comment.

Dr. Perret said there was a request for an outgoing loan but it did not occur. Mr. Lambousy said the Notre Dame Basilica in Montreal, Province of Quebec, Canada asked to borrow our Napoleon death mask and other items for an exhibition. We asked for a facility report but did not receive it until the last minute. Also left unclear are the exact conditions of transportation and security. The accessions committee unanimously denied the loan request.

**Old Business**

Mr. M. Davis said he and Mr. Tullos did a walk-through of the Stanley space and confirmed that the requested repairs that Scott Boswell wants to do were in fact what was being done. The renovations are cosmetic only.

**New Business**

Mr. Wheat advised that there are some cracks which have developed at the Louisiana Sports Hall of Fame and Northwest Louisiana History Museum in some of the cast-in-place stone. There is some tolerance in those cracks, but we just don't know the extent of the tolerance. A thorough assessment will be done. Also the HVAC system is not performing to normal standards. The utility bills are way too high. We are working diligently on these issues.

The unveiling and opening reception for the W22 plane in Patterson is tomorrow night.

Also, Mr. Tullos and Mr. Adams traveled to Florida in early December, 2013 to meet with Jim Clevenger, a potential donor.

The next meeting will be Monday, February 10, 2014.

Meeting adjourned.